



U.S. Department  
of Transportation

Federal Highway  
Administration

1200 New Jersey Ave., SE  
Washington, D.C. 20590

3/27/2019

**FOIA Control Number:**

**2019-0165**

In Reply Refer To:  
FHWAHQ

**Beryl Lipton**  
**MuckRock News**  
**Dept MR 70865**  
**411A GHigland Ave**  
**Somerville, MA 02144**

Dear Mr. Lipton:

The Federal Highway Administration (FHWA) has received your Freedom of Information Act (FOIA) request dated 3/25/2019 for which you seek records relating to:

- Budget Materials for the years 2017, 2018, 2019, all budget materials or plans applicable to offices responsible for processing and response to FOIA requests and appeals submitted to this Bureau and its offices
- Staffing orders/reports/contact for the years 2017, 2018, and 2019 staffing reports and plans, including the count of employee numbers and for offices responsible for processing and responses to FOIA requests and appeals submitted to this Bureau and its offices. Contact information, including email addresses and phone numbers (if available) for each FOIA officer currently tasked with and open public record request.
- FOIA requester categories for the years 2017 and 2018, the designated category of each requester of a FOIA request to this office, including those assigned to the following categories; commercial; educational and noncommercial scientific institutions; representative of news media requester; all other requesters. If this information is kept in an aggregate form including the number of requesters by fee category by year, a copy of this report will suffice to fulfill this element of the request.
- FOIA fee waivers for the years 2017 and 2018, the number of fee waivers granted by this office and, if available, the tracking numbers for the FOIA requests to which waivers were granted.
- FOIA fee collection for the years 2017 and 2018, any report capturing the following information: total estimated processing and copy fees quoted to FOIA requesters; total processing and copy fees collected by this Bureau from each fee category- if this

information is kept in an aggregate form, such as a FOIA log, that material would be sufficient to satisfy the bullet points' FOIA requester categories" and "FOIA free collection" if it captures the following information: FOIA tracking number, requester fee category, amount processing and copy fees associated with the request, the status of the requester's payment for the request..

Your request was received by our office on 3/25/2019 and has been assigned FOIA Control Number 2019-0165.

After reviewing your request, we have determined that any responsive records, if they exist, would likely reside in the FHWA Office of the Chief Counsel (HCC). Your request has been forwarded to this office for action, and you will receive a response from FHWA Office of the Chief Counsel (HCC) directly. The point of contact in HCC is Joshua Boudreaux and he can be reached at (202) 366-0761.

Pursuant to 49 CFR part 7, the FHWA may be required to charge fees for processing your FOIA request. These fees may cover search, review, and duplication costs. Please do not send any payment at this time. The FHWA will notify you if your request requires payment of fees. Multiple FOIA requests for clearly related matters may be aggregated for purposes of assessing fees. Your request may be narrowed in scope to reduce the total amount of fees. Your request will be processed after you agree to pay any fee assessed by the FHWA. The FHWA may require payment of fees before the release of requested documents. Failure to pay fees may result in the agency closing your request without further action.

If you have any questions with regard to this letter, please feel free to contact me at (202) 366-0948.

Sincerely,



Manizheh Boehm  
FHWA FOIA Specialist

Cc: FHWA Office of the Chief Counsel (HCC)